DOCUMENT RESUME

ED 143 650 SP 011 460

AUTHOR	Sweetser, Carolyn L.
TITLE	Clarification of Roles and Relationships Between the Vermont Education Association and its Affiliates--A Report. No. 164.
INSTITUTION	New England Program in Teacher Education, Durham, N.H.
PUB DATE	77
NOTE	18p.
AVAILABLE FROM	New England Program in Teacher Education, Pettee Brook Offices, Durham, New Hampshire ($3.00)
EDRS PRICE	MF-$0.83 HC-$1.67 Plus Postage.
DESCRIPTORS	Institutional Role; *Interaction Process Analysis; *Needs Assessment; *Policy Formation; Problem Solving; *Professional Associations; *Teacher Associations
IDENTIFIERS	*Vermont Education Association

ABSTRACT

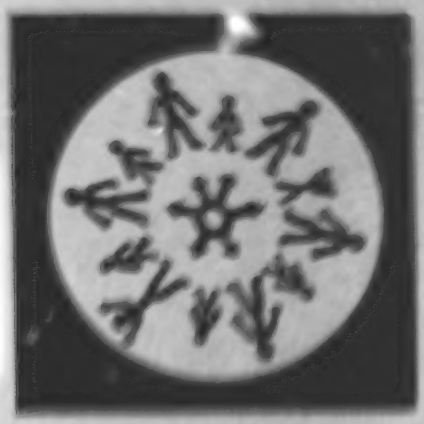
In this report on a two-day workshop involving the Vermont Education Association (VEA) and its Subject Matter Affiliates, the main concern is identified as an effort to develop an effective means by which the VEA and its affiliates can provide mutually rewarding assistance to each other. The first session was primarily concerned with examining the concerns, perceptions, and expectations of the participants. The second session was designed to secure information from the participants that related to immediate and also long-range concerns that could be dealt with in a manner that would effect change in the VEA-Affiliate relationship. Recommendations and conclusions are included in the report. (JD)

****
* Documents acquired by ERIC include many informal unpublished *
* materials not available from other sources. ERIC makes every effort *
* to obtain the best copy available. Nevertheless, items of marginal *
* reproducibility are often encountered and this affects the quality *
* of the microfiche and hardcopy reproductions ERIC makes available *
* via the ERIC Document Reproduction Service (EDRS). EDRS is not *
* responsible for the quality of the original document. Reproductions *
* supplied by EDRS are the best that can be made from the original. *
****

ED143650

CLARIFICATION OF ROLES AND RELATIONSHIPS BETWEEN THE VERMONT EDUCATION ASSOCIATION AND ITS AFFILIATES

-A REPORT-



Prepared by:

Carolyn L. Sweetser, Associate Director

New England Program in Teacher Education
Peirce Brook Offices, Durham, N. H.

Spring, 1977

SP 011 460

TABLE OF CONTENTS

	Page
Overview	1
Introduction	2
Program	2
Session I	2
Session II	3
Recommendations	3
Conclusion	4

Appendices

A - Agenda	5
B - Outcomes of Session I	8
C - List of Affiliates	10
D - Outcomes and Actions to be taken	11

VEA
VERMONT EDUCATION ASSOCIATION

OVERVIEW

This two-day workshop program is designed to:

(a) provide the VEA Affiliates with the opportunity to explore and analyze their relationship as it presently exists;

(b) explore mutually advantageous relationships that would clarify the reason for maintaining affiliated status;

(c) define the responsibilities and roles of each agency in establishing appropriate program directions;

(d) identify and select appropriate alternative areas of services;

(e) identify areas of mutual need and priority concerns;

(f) participate in establishing program goals and objectives.

INTRODUCTION

The main concern as identified by the Vermont Education Association was to develop an effective means by which the VEA and its Subject Matter Affiliates could provide mutually rewarding assistance to each other. Past history indicates that while relationships have been maintained, they are not necessarily positive for either agency.

PROGRAM

In order to effectively deal with the issue, a two-day work seminar was scheduled for interested affiliates, VEA Central Staff, and VEA elected officials. The first session was held on March 26, 1977 at VEA Headquarters in Montpelier, Vermont; the second on May 21, 1977 at the Curtis a Inn in Rutland, Vermont.

SESSION I

This session primarily concerned with bringing to the surface for examination the concerns, perceptions, and expectations of the VEA and its Subject Matter Affiliates. The listing of outcomes can be found in Appendix B.

Perhaps more important than the listing was the clear voicing of positions on the topics. It might be said that at this session the need to communicate more directly and clearly, regardless of how present communication is viewed, was of utmost concern to all parties. Further, it became evident that the fault (if there was to be one) did not lie with any one person or agency but rather became a mutually shared problem that needed to be dealt with in an open, definitive manner.

While Session I did not solve any problem, it did allow for the clarification of misunderstandings and for the development of a plan for future action.

SESSION II

Session II was designed to secure information from the participants that related to not only immediate but also long-range concerns that could be dealt with in a manner that would effect change in the VEA affiliate relationship. To this end, a lengthy list of changes necessary and those responsible for initiating action were identified.

It was impossible to deal with the issue of priorities relative to this list. It could be fairly stated that each issue would be priority 1 or 2. It was felt all needed to be accomplished - the when was left up to the agent accountable for the completion of the task. Items identified are listed in Appendix D, including the agency responsible for carrying out the task.

RECOMMENDATIONS

All areas identified and verified are not of equal consequence nor importance. It is critical at this point in time that the most pressing and expedient areas be dealt with. It is with this in mind that I offer the following process recommendations specifically to the VEA:

(1) The IPD sub committee be identified more publically as the agent responsible for carrying out the program design of the VEA;

(2) The format for clarification of roles and responsibilities of affiliates be maintained that provides for more input relative to program, and carry over and consistency as it relates to interaction;

(3) A liaison person or committee be established whose only concern will be to identify what is needed locally, rather than how to carry it out;

(4) That the present means of communicating (VEA Today) to the membership be underscored as the major vehicle for maintaining sound affiliate relationships;

(5) That every attempt be made to carry out the suggestions for change identified in Appendix D;

(6) That the VEA attempt to bring into the fold those affiliates who did not participate in these work sessions. Those who do not wish to participate and cooperate within the next two years should be dropped from the list of agencies eligible to receive dollars for the convention.

CONCLUSION

While it is impossible to meet all the needs of all the educators in Vermont, the mechanism does exist for the VEA to provide a sound coordinated program effort. There are sufficient Affiliates interested in developing and maintaining a relationship that will allow for more significant positive impact at the local level. This will allow both the VEA and its Affiliates a more effective means of meeting the needs of their constituents.

VERMONT EDUCATION ASSOCIATION

SUBJECT MATTER AFFILIATES

March 26, 1977

Montpelier, Vermont

Agenda

9:00 a.m. - 12:00 noon - Analysis of existing relationships

- Identification of roles and responsibilities of each agency
- Clarification of roles and responsibilities of affiliates to VEA

1:00 p.m. - 4:00 p.m. - Identification of program needs

- Development of needs assessment for identification of program priorities and mutual goals.

APPENDIX B

SUBJECT MATTER AFFILIATES MEETING
VEA HEADQUARTERS
Saturday, March 26, 1977
NEPTE

There seemed to be general agreement that the Affiliates and VEA could have a mutually productive relationship. The general input seemed to boil down to the following conclusion: Communication was the big problem.

VEA Responsibilities and Services fell into the following areas:

Coordinator
Clearing House
Publicity Agent
Advocate
Financial Support

1. VEA have a person responsible to the Affiliates on a year round basis; specific contact for Affiliates to explore membership and coordinate activities on a regular basis.

2. Act as a collection agency, data and information.

3. Act as a disseminator of "collected" data and information.

4. Supply a financial subsidy to Affiliates of a substantial amount. (Perhaps the per cent of the Affiliate who are unified members should determine the amount.)

5. Sponsor Annual Convention: Act as Convention Coordinator:

   a. Offer general programs
   b. Help with Affiliate Programs
   c. Publicize Convention - in schools through use of flyers to publicize VEA Days.
   d. Offer planning sessions to improve Convention and organize same
   e. Investigate site and social events to enliven Convention.

6. Have space in VEA TODAY set aside for Affiliates. Articles on activities of Affiliates. Give as much publicity as possible.

7. Mail out Affiliate Newsletters.

8. Support membership in Affiliates and encourage, through promotion.

9. Contact prospective members - personal contact.

10. Coordinate Affiliates' work, i.e., Reading and English, etc.

11. Check Affiliate positions on education matters, i.e., standards.

12. Encourage input for recertification programs.

13. Educate members in area of negotiations.

14. Provide on-going Forum for Presidents and Coordinators to identify concerns.

15. Invite future education people (student teachers) to activities.
16. Provide information to raise level of professional awareness.
17. Inform as to upcoming issues of educational concern.
18. Provide information on financial implications of budget and program support.
19. Budget dollars for planning sessions and Affiliate meetings.
20. Change requirement for President to be a unified member.
21. Train faculty representatives to help.
22. Exchange Agendas and Board Minutes.
23. Support Affiliate in mutual concerns, politically in State Board, Legislature, etc.
24. Don't be isolated from Affiliates!

INDIVIDUALS

1. Be more active.
2. Bring non-members to activities.
3. Talk with prospective members individually.
4. Attend professional activities.
5. Read publications.
6. Accept responsibilities to support Affiliates, serve in office, etc
7. Join and be an active member; keep informed.

NON-MEMBERS

1. Discourage free loaders.
2. Have booth at Convention for non-member to get information.
3. Encourage them to be professionally concerned and involved.
4. Note what Affiliate group is most suitable for each person.
5. Provide them with complimentary copies of information at first to get interest.

Subject Matter Affiliates Meeting - March 26, 1977 B-3

Affiliate Responsibilities and Services

1. Designate a person to act as Coordinator to contact VEA.
2. Collect information and exchange it.
3. Develop awareness of needs of members, both professional and political; grass roots input.
4. Pass on position papers to VEA - teachers' feelings.
5. Identify mutual concerns with VEA and communicate them.
6. Provide progress of interest, information for publicity and classroom activities of interest.
7. Provide displays and workshops to meet teachers' concerns.
8. Provide interesting programs for VEA Days; organize and attend same. Coordinate them through VEA.
9. Publicize Convention etc. at school level.
10. Work more closely with publishers and notify VEA.
11. Explore and organize contact, media etc., to result in broader displays at Convention, more exhibitors, more space for them.
12. More Convention input; something for all teachers, broad and specific - Elementary and Secondary and Educational Personnel.
13. Help educate "Community" in broad educational concerns; minimum standards and certification and recertification, etc.
14. Send Affiliate minutes to VEA and Newsletters.
15. Request agendas and VEA minutes and copies of VEA TODAY.
16. Send an updated Constitution and Bylaws, also list of officers and coordinator.
17. Work on commitment to profession and professional work.
18. Use VEA mailing services for Newsletters, etc.
19. Cover Convention activities in paper.
20. Attend VEA planning session for Convention. Turn in data for official program on time.
21. Share education concerns.
22. Pay dues to VEA to increase membership.
23. Encourage non-members to come to activities, meetings, and encour unified membership.

24. Establish specific policy for communication with VEA for

    Joint positions
    Support of common causes
    Liaison person.

25. Coordinate dates - put out calendar of events.

APPENDIX C

VEA AFFILIATE ASSOCIATIONS

Vermont Association of Elementary-Kindergarten-Nursery Educators

Dr. Lyman C. Hunt, Jr., President
Reading Center, Waterman Building
University of Vermont
Burlington 05401

Vermont Art Teachers Association

Mr. David P. Stewart, President
Rt. 11-30
Manchester 05254

Vermont Council of Social Studies

Mr. Louis V. Daniele, President
4 Day Court
St. Johnsbury 05819

Vermont Educational Media Association

Mrs. Margaret A. Iglehart, President
Hazen Union High School
Hardwick 05843

Vermont Speech & Hearing Association

Mrs. Patricia Zyber, President
Pratt Road
Jericho 05465

Vermont School Nurses Association

Mrs. Ruth W. McCarthy, President
30 Westminster Terrace
Bellows Falls 05101

Vermont Association of Teachers of Agriculture

Mr. Gilbert Wideawake, President
Rutland Vocational Center
Rutland 05701

Vermont Driver Education Association

Mr. Donald Cheney, President
Hartford High School
White River Junction 05001

Vermont Coaches Association

Mr. Michael Baker, President
Essex Junction Educational Center
Essex Junction 05452

VEA Affiliate Associations -continued-

Vermont Music Educators Association

Mr. Richard Dodd, President
P. O. Box 3
Wells 05774

Vermont Classical Language Association

Ms. Karen Knapp, President
Stowe High School
Stowe 05672

Vermont Educational Secretaries Association

Mrs. Dorothy Manley, President
P. O. Box 258
West Brattleboro 05301

Vermont Council of Teachers of Mathematics

Prof. Eugene Wermer, President
4 Noridge Drive
Northfield 05663

Vermont Association for Childhood Education

Miss Jean Gilliam, President
8 Downes Avenue
Barre 05641

Vermont Foreign Language Association

Justyna M. Steuer, President
Mt. Anthony Union High School
Bennington 05201

Vermont Home Economics Teachers Association

Miss Lois R. Johnson, President
Churchill House
Stowe 05672

Vermont Council on Reading

Mrs. Dorothy Melville, President
One Fern Street
Burlington 05401

Vermont Council of Teachers of English

Mr. Bruce Buxton, President
R. F. D.
East Ryegate 05042

VEA Affiliate Associations -continued-

Vermont Industrial Arts Teachers Association

Mr. Douglas A. Lombard, President
183 River Road
Essex Junction 05452

Vermont Business Teachers Association

Mr. Everett Mudgett, President
College of St. Joseph the Provider
Rutland 05701

Association of Retired Teachers of Vermont

Mr. Newton H. Baker, President
103 Stowe Street
Waterbury 05676

Vermont Vocational Association

Mr. Paul Carpenter, President
Essex Junction Educational Center
Essex Junction 05452

Vermont Science Teachers Association

Mr. Thomas Irwin, President
South Burlington High School
South Burlington 05401

Vermont Council for Exceptional Children

Lois Holbrook, President
Ira Allen School
Fletcher Place
Burlington 05401

APPENDIX D

OUTCOMES AND ACTIONS TO BE TAKEN

In order to fully appreciate the importance of the following outcomes and recommendations, it is essential that the reader be fully cognizant of the unique and discreet roles that exist between the VEA and its Affiliates. Both exist as autonomous, viable units and yet are supported both financially and programmatically by the same audience. While this offers a unique structure for developing and maintaining relationships, the real issue of purpose must be kept in mind.

The outcomes to be accomplished as listed by workshop attendees are:

Program:

1. Officers of Affiliates will meet with the VEA immediately following the Annual Convention to assist in planning the upcoming year's convention.

   Responsible Agent - VEA will initiate, but responsibility is jointly borne.

2. The possibility of providing in-service credit to those persons who attend convention workshops be investigated. This would serve not only as an incentive to attend but would accent the professional development orientation of the program.

   Responsible Agent - Alice Perine with assistance from the IPD subcommittee and Affiliates.

3. A specific program be developed for the convention that will be keyed to elementary teachers. This should include the possibility or one or more Affiliates providing the program.

   Responsible Agent - IPD subcommittee in cooperation with Affiliates.

Public Relations:

1. Provide sufficient space in the VEA Today to allow for publicity of Affiliate related information including but not limited to a monthly calendar of in-service events.

   Responsible Agent - VEA

2. Develop as part of the "New President's Kit" a section for Affiliates.

   Responsible Agent - VEA, IPD subcommittee.

3. Encourage and advertise joint meetings to be held by Affiliates and the VEA and between Affiliates themselves.

   Responsible Agent - VEA's Affiliates

4. Develop an Affiliate Handbook.

   Responsible Agent - VEA, IPD subcommittee.

Membership in Policy:

1. That the recommendation be carried and made to the appropriate VEA Board that a policy change be made that would allow the Affiliate contact person to the VEA be someone other than the President.

   Responsible Agent - IPD subcommittee will make recommendation.

2. A change in the means of allocating dollars to the Affiliates be investigated.

   Responsible Agent - IPD subcommittee.

3. A common time of year for election of officers be recommended to Affiliates.

   Responsible Agent - VEA will request information. Affiliates will respond.

4. A list of potential members (SDE listing) will be provided to the Affiliates when acquired by VEA.

   Responsible Agent - VEA

5. Affiliates will file membership lists of their organization with the VEA by June 15.

   Responsible Agent - Chris Jackman, IPD subcommittee.

Legislative:

1. A legislative network will be established between the VEA and its Affiliates.

Responsible Agent - VEA Government Relations Committee and Affiliate Committee Chairpersons.

2. Encourage more appropriate use of State Department of Education Consultants by Affiliates including providing assistance to the VEA in encouraging the hiring of more where needed.

Responsible Agent - Legislative subcommittee - VEA.